Children with health needs who cannot attend school policy

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HISP Multi Academy Trust
Tanners Brook Primary School
Children with health needs who cannot attend school policy

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Summary of Changes (September 2026)

- Section 2: Added additional guidance (paragraph 2)
- Section 3.1: Added paragraph 4 in relation to children who experience prolonged absence
- Section 3.2: Added paragraphs 2 & 3 added guidance around prolonged absence

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1. Aims

This policy aims to ensure that:

- Suitable education is arranged for pupils on roll who cannot attend school due to health needs.
- Pupils, staff and parents/carers understand what the school is responsible for when this education is being provided by the local authority.

2. Legislation and guidance

This policy reflects the requirements of the Education Act 1996.

It is also based on guidance provided by Southampton Local Authority and the Department for Education, including Working Together to Improve School Attendance (July 2026) and Arranging Education for Children Who Cannot Attend School Because of Health Needs and Supporting Pupils with Medical Conditions at School

This policy complies with our funding agreement and articles of association.

3. The responsibilities of the school

3.1 If the school makes arrangements

Once the school receives information from parents which is supported by relevant professional bodies, the school will attempt to make arrangements to deliver a suitable education for children with health needs who cannot attend school.

The person responsible for making and monitoring these arrangements is Lisa Welch, the inclusion deputy headteacher in consultation with Carol Anderson, the SENCO.

The arrangements may be sending work home, sending work to hospital schools or an agreed part-time timetable (in which case the LA will be informed).

Where it is clear that a pupil is likely to be absent for a prolonged period because of their health needs, the school will liaise with Southampton Local Authority at an early stage to ensure that appropriate education arrangements are considered.

We will consult with parents/carers and the appropriate professional about these arrangements; a range of staff may be involved in this process and an Individual Heath Care Plan may need to be completed.

We will work closely with the parents/carers or organisations to ensure that the reintegration back into school is appropriate for the pupil.

3.2 If the local authority makes arrangements

If the school can't make suitable arrangements, they will contact Southampton Local Authority and request they will become responsible for arranging an education for these children. This will usually be when the child needs a tutor because they are experiencing an extended period away from school and the school cannot meet the need of the child. School will complete a form for the Inclusion Support Service.

Where the school has reasonable grounds to believe that a pupil will miss 15 school days, consecutively or cumulatively, because of illness, the school will notify Southampton Local Authority in accordance with statutory attendance guidance. Where a prolonged absence is anticipated, the school will not necessarily wait until 15 school days have elapsed before contacting the Local Authority.

The school will remain alert to any safeguarding or wellbeing concerns associated with prolonged or repeated absence and will follow the school's Child Protection and Safeguarding Policy where concerns arise.

In cases where the local authority makes arrangements, the school will:

- Work constructively with the local authority, providers, relevant agencies and parents/carers to ensure the best outcomes for the pupil
- Share information with the local authority and relevant health services as required
- Help make sure that the provision offered to the pupil is as effective as possible and that the child can be reintegrated back into school successfully
- When reintegration is anticipated, we will work closely with the local authority to:
    - Plan for consistent provision during and after the period of education outside the school, allowing the pupil to access the same curriculum and materials that they would have used in school as far as possible
    - Enable the pupil to stay in touch with school life (e.g. through newsletters, emails, invitations to school events or internet links to lessons from their school)
    - Create individually tailored reintegration plans for each child returning to school
    - Consider whether any reasonable adjustments need to be made

4. Monitoring arrangements

This policy will be reviewed annually by a member of the senior leadership team. At every review, it will be approved by the local governing body.

5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions